



WRITTEN ASSESSMENT EVIDENCE GUIDES FOR “TEXTILE & APPAREL MERCHANDISING”

Level-3 (Formative)



Written Assessment Guide

For

“Textile & Apparel Merchandising”

(Identify Vendor)

Level-3

26th – 30th April 2021



**National Vocational & Technical
Training Commission**

Title of Qualification: National Vocational Certificate Level 3, in (Textile and Apparel Merchandising) “Junior Merchandiser”	CS Code:	Level: 03	Version: 01
Competency Standard Title: <ul style="list-style-type: none"> • Identify Vendor • Identify and Implement Workplace Policy and Procedures • Apply work health and safety practices (WHS) • Communicate at Workplace 	Assessment Date (DD/MM/YY): Assessment Time: 30 min		

Guidance for Candidate	To complete your assessment for this Competency Standard, you need to answer the questions on the following pages successfully.
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Assessors Guide (to be completed by the Assessor and signed both by the assessor and the candidate after the assessment)

Candidate Details	Name: Registration/Roll Number: Candidate Signature:
Written Assessment Outcome	COMPETENT <input type="checkbox"/> NOT YET COMPETENT <input type="checkbox"/> Name of the Assessor: Assessor's code: Signature of the Assessor:

Title of Qualification: National Vocational Certificate Level 3, in (Textile and Apparel Merchandising) “Junior Merchandiser”	CS Code:	Level: 03	Version: 01
Competency Standard Title: <ul style="list-style-type: none"> Identify Vendor Identify and Implement Workplace Policy and Procedures Apply work health and safety practices (WHS) Communicate at Workplace 	Assessment Date (DD/MM/YY): Assessment Time: 30 min		

WRITTEN ASSESSMENT

Question	Candidate's answer
1. Determine Merchandising Requirements?	<ul style="list-style-type: none"> Prepare a list of all relevant Raw materials. Calculate the required quantities Establish target prices for raw material. Calculate economic order quantity.
2. Define Vendor?	Vendor is a person or company offering something for sale especially in merchandising business.
3. Write any two criteria for vendor selection?	<ul style="list-style-type: none"> Prepare a contact list of vendor for communication. Prepare vendor evaluation form.
4. What is Vendor evaluation form?	It is a term used by many businesses to evaluate and approve their existing and potential vendor through series of assessment.
5. Write any four key elements to select the vendor?	<ul style="list-style-type: none"> Product Quality Production Capacity Financial Capability Market Repute.
6. What are key elements for evaluation among different vendors?	<ul style="list-style-type: none"> Production Capacity Lead Time Market Repute Cost Quality

Question	Candidate's answer
7. Differentiate between lead time and cycle time.	Lead Time is the time from placement of order till Delivery whereas Cycle Time represents processing time of an activity (e.g. Manufacturing Time)
8. What are four types of safety signs?	<ul style="list-style-type: none"> • Prohibition and fire. • Mandatory. • Caution. • Safe Condition
9. The Red safety sign means?	Mean "DO NOT" (e.g. a stop sign)
10. What are four main modes of communication?	<ul style="list-style-type: none"> • Verbal • Nonverbal • Written • Visual
11. Write any two barriers in implementing policies & procedures in an organization?	<ul style="list-style-type: none"> • Lack of such resources as time and commitment. • Resistance to change. • Ineffective teams.

Written Assessment Guide

For

“Textile & Apparel Merchandising”

(Manage Visual Merchandising)

Level-3

26th – 30th April 2021



**National Vocational & Technical
Training Commission**

Title of Qualification: National Vocational Certificate Level 3, in (Textile and Apparel Merchandising) “Junior Merchandiser”	CS Code:	Level: 03	Version: 01
Competency Standard Title: <ul style="list-style-type: none"> • Manage Visual Merchandising • Identify and Implement Workplace Policy and Procedures • Apply Work Health and Safety Practices(WHS) • Communicate at Workplace • Perform Computer Application Skills 	Assessment Date (DD/MM/YY): Assessment Time: 30 min		

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WRITTEN ASSESSMENT

Question	Candidate's answer
1. Write the importance of colors and drawing?	<ul style="list-style-type: none"> • Colors' in drawing gives three qualities • Temperature • Intensity • Value • The combination of these three qualities creates illusion of depth and form.
2. Define primary colors?	Primary colors are the colors which exist in nature from which secondary and tertiary colors are formed.
3. Define secondary colors?	These are the colors which are formed by mixing two primary colors.
4. Define Tertiary Colors?	These are the colors which are formed by mixing the secondary colors and primary colors.
5. Explain Visual Merchandising Toolkit?	List of effective tools that are used in visual merchandising to reduce a taken time for product searching of customer.
6. Name the primary colors?	Red, Blue and Yellow

Question	Candidate's answer
7. Who is Visual Merchandiser?	A Visual merchandiser is the expert who uses his/her personal skills to promote the image, products and services of retail businesses and other organizations.
8. Name the VM documents?	<ul style="list-style-type: none"> • VM Toolkit/Manual • Store Checklist • NTIS/Fixture Checklist • Floor Plans
9. What things are used to perform display management in VM?	<ul style="list-style-type: none"> • Color wise • Price Wise • Category Wise • Size Wise.
10. Write the display techniques in VM?	<ul style="list-style-type: none"> • Pyramid Display • Inverted Pyramid Display • Asymmetrical Display • Symmetrical Display
11. Write the steps to manage window display?	<ul style="list-style-type: none"> • Light setting • Mannequin Handling • Pop Placement plan • Product placement guideline
12. What does PPE stands for?	Personal Protective Equipment.
13. What is the best way of dealing with the hazard to ensure that others are not in risk?	Remove it immediately
14. Name any 2 of the windows program.	Microsoft Word Microsoft Excel Microsoft Delete
15. What are four main modes of communication?	<ul style="list-style-type: none"> • Verbal • Nonverbal • Written • Visual

Written Assessment Guide

For

“Textile & Apparel Merchandising”

(Perform Product Costing)
Level-3

26th - 30th April 2021



**National Vocational & Technical
Training Commission**

Title of Qualification: National Vocational Certificate Level 3, in (Textile and Apparel Merchandising) “Junior Merchandiser”	CS Code:	Level: 03	Version: 01
Competency Standard Title: <ul style="list-style-type: none"> • Perform Product Costing • Apply Work Health and Safety Practices(WHS) • Identify and Implement Workplace Policy and Procedures • Communicate at Workplace • Perform Computer Application Skills 	Assessment Date (DD/MM/YY): Assessment Time: 30 mins.		

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Competency Standard Title: <ul style="list-style-type: none"> • Perform Product Costing • Apply Work Health and Safety Practices(WHS) • Identify and Implement Workplace Policy and Procedures • Communicate at Workplace • Perform Computer Application Skills 	Assessment Date (DD/MM/YY): Assessment Time: 30 mins.		

WRITTEN ASSESSMENT

Question	Candidate's answer
1. Write the steps to calculate material consumption?	<ul style="list-style-type: none"> • Fabric Consumption • Yard Consumption • Accessories Consumption • Packaging Consumption.
2. Write the steps to calculate process cost?	<ul style="list-style-type: none"> • Finishing Cost • Production Cost • Packaging Cos
3. Differentiate between CNF and CIF.	In CIF and CNF , the shipper is responsible until unloading with one difference between the two types. CIF means they will pay for the cost, the insurance and the freight, where CNF means the consignee is responsible for the insurance only.
4. Write the main steps to calculate direct / indirect cost?	<ul style="list-style-type: none"> • Calculate Material Consumptions • Calculate Process Cost • Calculate Dispatch Cost • Calculate Indirect Cost • Calculate overhead Cost

Question	Candidate's answer
5. Write the steps to calculate offer price?	<ul style="list-style-type: none"> • Calculate the breakeven price • Calculate the cost of product price • Calculate price margins / profit margins • Calculate and add Commission • Calculate the final price.
6. What are FOB payment terms?	Indicating " FOB port" means that the seller pays for transportation of the goods to the port of shipment, plus loading costs. The buyer pays the cost of marine freight transport, insurance, unloading, and transportation from the arrival port to the final destination.
7. Write the steps to negotiate the product price?	<ul style="list-style-type: none"> • Identify price gap • Identify possible cost improvement • Re-Calculate the final price after negotiation
8. Write the steps to perform product costing?	<ul style="list-style-type: none"> • Calculate cost (direct / indirect) • Calculate offer price • Negotiate Product Price
9. Write any three things need to calculate finishing cost?	<ul style="list-style-type: none"> • Dying • Printing • Washing
10. Write any three things to calculating dispatch cost?	<ul style="list-style-type: none"> • Ex-Factory • FOB • CNF
11. Enlist fiver major causes of accidents relevant to the workplace?	<ul style="list-style-type: none"> • Stress • Lifting • Fatigue • Dehydration • Poor Lighting • Hazardous Materials • Acts of Workplace Violence • Trips and Falls

Question	Candidate's answer
12. What are four main modes of communication?	<ul style="list-style-type: none"> • Verbal • Nonverbal • Written • Visual
13. The Red safety sign means?	Mean "DO NOT" (e.g. a stop sign)
14. What is the keyboard shortcut for copy and paste?	Ctrl + C and then Ctrl + V

Written Assessment Guide

For

“Textile & Apparel Merchandising”

(Perform Store Merchandising)

Level-3

26th - 30th April 2021



**National Vocational & Technical
Training Commission**

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Competency Standard Title: <ul style="list-style-type: none"> • Perform Store Merchandising • Apply Work Health and Safety Practices(WHS) • Identify and Implement Workplace Policy and Procedures • Communicate at Workplace • Perform Computer Application Skills 	Assessment Date (DD/MM/YY): Assessment Time: 30 mins.		

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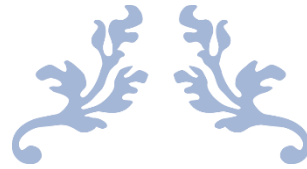
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WRITTEN ASSESSMENT

Question	Candidate's answer
1. How we can develop merchandising strategies?	<ul style="list-style-type: none"> • Plan Display Pattern • Perform Inventory Planning
2. Define Merchandising strategies?	It involves the ways that contribute to the sale of goods and services to the customer for profit.
3. Write three types of LC.	There are three types of LC. <ul style="list-style-type: none"> • Import / Export • Commercial • Transferable/ Non-Transferable
4. Write things include in cross merchandising patterns?	<ul style="list-style-type: none"> • Categories Wise • Promotion Wise • Season Wise
5. Write any two ways to perform inventory planning?	<ul style="list-style-type: none"> • Back store Inventory and Management • On Floor displays planning and execution.
6. Write the ways to implement product layout plan?	<ul style="list-style-type: none"> • Execute Store Layout and Techniques • Ensure product maintenance • Check list according to standards • Execute ambience planning
7. For what does BOM stands for?	Bill of Material.

Question	Candidate's answer
8. What is difference between QC/QA?	QC: Quality testing during production process. QA: Quality testing of finished product.
9. Define Cross Merchandising?	It is a process in details practice for displaying product from different category together for marketing purpose. This step is also called as Add on Sale
10. Which are the critical steps of inventory planning?	<ul style="list-style-type: none"> • On floor display Inventory planning and execution • Back store inventory reports and management • Pre-order level • Product expiry management
11. Write any three things to calculating dispatch cost?	<ul style="list-style-type: none"> • Ex-Factory • FOB • CNF
12. What are four main modes of communication?	<ul style="list-style-type: none"> • Verbal • Nonverbal • Written • Visual
13. Name any 2 of the windows program	Microsoft Word Microsoft Excel Microsoft Delete



WRITTEN ASSESSMENT EVIDENCE GUIDES FOR “TEXTILE & APPAREL MERCHANDISING”

Level-3 (Summative)



Written Assessment Evidence Guide

for

“Textile & Apparel Merchandising”

Level-3

(Summative Assessment)



**National Vocational & Technical
Training Commission**

Title of Qualification: National Vocational Certificate Level 3, in (Textile and Apparel Merchandising) "Junior Merchandiser"	CS Code:	Level: 03	Version: 01
Competency Standard Title: A. Identify and implement Workplace Policies and Procedures B. Apply work health and safety practices (WHS) C. Communicate at workplace D. Perform Basic Computer Application Skills E. Identify vendor F. Perform Product Costing G. Perform Store Merchandising H. Manage Visual Merchandising	Assessment Date (DD/MM/YY): Assessment Time: 30 mins.		

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4. Write any four colour wheel compositions	<ul style="list-style-type: none"> • Colors' in drawing gives three qualities • Temperature • Intensity • Value • The combination of these three qualities creates illusion of depth and form.
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12. What is the best way of dealing with the hazard to ensure that others are not in risk?	Remove it immediately